

**TOWN OF TROUTMAN  
400 NORTH EASTWAY DRIVE  
TROUTMAN, NORTH CAROLINA**

**TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES**

**June 08, 2020 – 4:00 P.M. – Troutman Town Hall**

Presiding: Mayor Teross W. Young, Jr.

Council Members Present: W. Paul Henkel; Paul R. Bryant; Sally P. Williams; George W. Harris; Edward R. Nau

Council Members Absent: None

Staff Present: James W. Freeman, Interim Town Manager; Kimberly H. Davis, Town Clerk; Steven H. Shealy, Finance Director; Tina S. Fleming, Police Chief; Gary W. Thomas, Town Attorney

Press Present: None

Others: None

**I. MAYOR YOUNG CALLED THE JUNE 08, 2020 AGENDA BRIEFING MEETING TO ORDER**

• **Adjustment(s) to the Agenda Briefing Agenda**

Addition: Closed Session Pursuant to NCGS 143.318-11(a)(6) for a Personnel Matter

• **Adoption of the Agenda**

\*Upon motion by Councilmember Williams, seconded by Councilmember Bryant, and unanimously carried, approved the Agenda Briefing Agenda as amended.

**II. GENERAL BUSINESS**

**A. Mayor and Council Items**

**1. Elected Reports / Comments / Questions**

Councilmember Henkel questioned the status of Georgie Street project commenting that from the managers' report in Council's packet that Thomas Street and Barndale Road street project is almost complete. Councilmember Bryant stated that Engineer Thomas investigated it and a report/response was provided to Council. Interim Manager Freeman concurred that it was addressed with a response and that he would find the email and forward it. Councilmember Henkel requested to discuss on Thursday whether to complete Georgie Street before the contractor removes the equipment used on the project.

**B. Staff Business**

**1. Regular June 11, 2020 Meeting Agenda Items Overview**

**Discussion of Agenda Items 7 & 8 Proposed FY 2020-21 Troutman Budget**

Interim Manager Freeman opened up the discussion for comments and questions from Council.

Council performed their final review of the 2020-2021 FY Budget requesting clarity, making additional comments, and requesting the following line item changes:

**Police Department:**

- ❖ K-9 request (\$32,500) be removed from the budget and if a K-9 is donated to the Town, Council can revisit.
- ❖ One (1) of the three (3) police vehicles requested be moved to contingencies (\$45,000) with the understanding that one vehicle be purchased as of July 1<sup>st</sup> and wait to the first of the year on the second vehicle depending on the status of Town revenues due to COVID-19.
- ❖ Request of \$75,353 for an SRO be moved to contingencies (as Council considers addressing short-fall of funding and works to establish an agreement with the Board of Education and Charter School of what is fair and equitable)

Resulting from a discussion of the Police Department proposed budget, Council requested the following information prior to Thursday Council meeting:

- Breakdown of K-9 cost including kennels, training, and number of cases prosecuted by the use of the K-9.
- Breakdown of best purchase options and liability of patrol cars verses SUV's, -availability, cost, and reliability.
- Requested that Attorney Gary Thomas review the proposed Flock contract for 14 cameras prior to approval.

**Planning Department:**

- ❖ Special Projects: The following was requested to be moved to contingencies:
  - ETJ Expansion-N Focus (\$10,000)
  - UDO Small Area Plan-Gateway Corridor (\$35,000)
  - UDO SAP-Perth /Autumn Leaf (\$35,000)

**Utilities:**

- ❖ Contracted Services: Water Tank Logo (\$12,000) requested to be moved to contingencies in the water/sewer fund.

**Salaries:**

Proposed 2.5% increase was discussed with Council in consensus that employees receive an across the board COLA increase of 1% in July and wait until January to see revenues before giving the remaining 1.5%.

Councilmember Bryant expressed thanks and appreciation to Finance Director Shealy and Interim Manager Freeman for all the hard work that has went into the budget, and to Council for meeting and working through it.

Interim Town Manager Freeman stated that the Town is in a good position with the proposed budget.

**III. CALL FOR CLOSED SESSION PURSUANT TO NCGS 143-318.11(A)(6) TO DISCUSS PERSONNEL**

Mayor Young called for a closed session pursuant to NC General Statute 143-318.11(a)(6) to discuss personnel.

(Council took a 5 minute break)

Mayor Young and Town Council attended the Close Session.

\*Upon motion by Councilmember Nau, seconded by Councilmember Henkel, and unanimously carried, approved to hold a closed session pursuant NCGS 143-318.11(a)(6) to discuss personnel.

*Mayor Young Opened the Closed Session.*

***\*\*MINUTES OF CLOSED SESSION HAVE BEEN SEALED UNTIL SUCH TIME PUBLIC INSPECTION WILL NO LONGER FRUSTRATE THE PURPOSE OF THE CLOSED SESSION\*\****

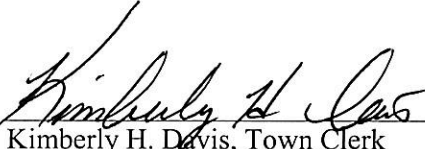
*Recess Closed Session and Reconvene Open Session*

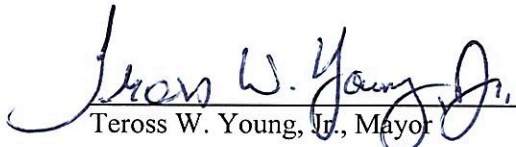
\*Upon motion by Councilmember Bryant, seconded by Councilmember Harris, and unanimously carried, approved to close the closed session and reconvene open session.

**Action Resulting from Closed Session:** None

#### IV. ADJOURNMENT

\*Upon motion by Councilmember Harris, seconded by Councilmember Henkel, and unanimously carried, Agenda Briefing of June 8, 2020 was adjourned at 7:55 p.m.

  
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Kimberly H. Davis, Town Clerk

  
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Teross W. Young, Jr., Mayor

(\*) Motion

